

BROWN CITY COUNCIL PROCEEDINGS
April 14, 2008

Meeting called to order at 7:00 p.m. by Mayor Laura Carpenter.

Pledge of Allegiance led by Mayor Carpenter.

PRESENT: Mayor Laura Carpenter, City Council Members: Julie Miller, Pat Jacobson, Ross McIvor, Mike Lents, Christine Lee, Ken Brown, City Manager Clint Holmes, City Attorney Gregory Stremers, City Clerk Kelly Pavel.

ABSENT: None.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Brown, second by CM Lee, to accept the Regular Meeting Minutes of March 24, 2008 as presented. Motion carried.

PAY BILLS:

Motion by CM Lee, second by CM Brown, to pay the bills in the following funds: General - \$45,276.70, Payroll - \$26,297.55, Major Street - \$1,575.09, Local Street - \$2,711.34, Sanitary Sewer - \$11,960.79, Water - \$6,192.18, Arsenic Abatement - \$4,200.00, Storm Sewer - \$623.96, Equipment - \$14,308.81. Motion carried.

PERSONAL APPEARANCES:

Gary Benecki, Under Sheriff in Sanilac County discussed his decision to run for Sanilac County Sheriff.

PUBLIC QUESTIONS AND COMMENTS:

Citizen on Walter Street asking that a drainage problem on Walter Street be investigated. Council discussion and situation will be addressed.

PRESENTATION OF MAYOR AND CITY COUNCIL PROCLAMATIONS.

Mayor presented plaques and proclamations to Brandi Kreiner, representative for the Brown City Competitive Cheerleading Team.

POLICE REPORT: Written report reviewed. No questions or comments.

Chief Smith updated council that drug dogs were taken through the high school last week, with no incidents. Also, CPR training will take place next week for officers on April 23.

UNFINISHED BUSINESS:

1. School Flooding Issue – work completed,

Motion by CM Lee, second by CM Jacobson to remove Item #1, School Flooding from the Unfinished Business portion of the agenda. Motion carried.

2. 7030 Welles Street Basement Flooding – Line televised – No leaks detected
3. Motorcycle Club Park Scheduling – Park Board tentatively approved (April 10th) pending additional information from the Club.

PETITIONS & COMMUNICATIONS:

Motion by CM Brown, second by CM Miller, to accept the pre-application building permit for 6790 St. Mary's Street to install a wheelchair ramp. Motion carried.

Motion by CM Brown, second by CM Miller, to accept the pre-application building permit for 6780 St. Marys Street to replace and expand front porch. Motion carried.

PUBLIC HEARING: None scheduled.

ORDINANCES: None scheduled.

RESOLUTIONS: None scheduled.

MANAGER'S REPORT:

1. City Liability Insurance: The City received the invoice for our library insurance coverage. The total amount of \$49,297 is \$3,370 LESS than last year. Part of the reason for the reduction is the removal of the Burger Building from the City's property list.
2. Ford Dump Truck – The fire that resulted in \$1,530 in damage to the truck was reported to the insurance company. The City received a reimbursement check for \$1,289.30.
3. Board of Directors Elections: The Michigan Township Participating Plan is seeking candidates to run for a position on their Board of Directors for Zone 7 that includes Sanilac County Requirements include being a member of a local government participating in the Michigan Township Participating Plan and being an elected official (appointed officials – such as city manager – “are not eligible”). If a member of the City Council is interested in running for this position, the City Council must pass a resolution affirming membership in the Michigan Township Participating Plan and confirming the appointment of member representative.

Motion by CM Miller, second by CM Lee, to approve a Resolution appointing Councilman Ken Brown as a candidate for the Michigan Township Participating Plan. Motion carried.

4. Risk Management: A representative from the Michigan Township Participating Plan Risk Management Department visited the City in late March to review our policies and procedures and inspect the Police and DPW Departments. Shortcomings (gold) are identified as RED (must be resolved within 120 days – August 7, 2008) and YELLOW (must be addressed within 240 days – December 7, 2008). All were police policies. A CD with sample updated policies was provided. The new policies were modified to make them specific to us and were provided to the Chief of Police for his review. Does the Police Committee wish to schedule a meeting to review them before they are submitted to the City Council for approval? Additional issues recommended for remediation included 1) Constructing a retention wall around the City's two fuel tanks, and 2) Changing the use agreement for the Park Pavilions. Of note, they "did not find any areas of major concern with the Zoning Operation." The full report is available for your review.

Council consensus that the Chief of Police complete the review and submit to the City Council for approval.

5. Sanilac Economic Alliance: The SEA Board has begun the search for a new Director following the resignation of Dale Benish. The position is to be renamed Business Retention and Community Services Coordinator. A copy of the letter sent to the SEA Partners, to include the City of Brown City, is enclosed for your review (pink).
6. DEQ Reliability Study: The DEQ conducted a detailed reliability study of the City's water system on April 4th, following the inspection conducted on March 11th. The system was rated as satisfactory. DEQ recommended that the chlorine level be increased from 0.3 mg/l to 0.5 mg/l. This is to ensure that chlorine levels are still adequate by time water reaches the ends of the system. They also recommended that Well #4 be re-inspected in 2009. The only concern raised was the fact that neither gasoline generator is currently operational and recommended the City Address this issue. A copy of the 20-page report is available for your review. A copy of the cover letter is attached (blue).
7. Cross Connection Inspection: The DPW Foreman will be conducting an inspection of the water service lines going into each of the City's businesses, the school and bus garage. Letters were sent to each of the business owners and managers that will receive this inspection on April 22/23. This inspection is required by state law and City Ordinance. Once the inspection is completed, a report must be filed with DEQ. A copy of the letter to businesses and the inspection form are attached (lavender).
8. Brown City Clean-up Days: Last year Clean-up Days were June 18/19. Since Mayor Exchange is tentatively scheduled for June 19th, recommend June 17/18 for clean-up days. (Conveniently, this follows the garage sales associated with Brown City Days.)
REQUIRES MOTION.

Motion by CM Miller, second by CM Brown, to hold Clean-up Days on June 17-18, 2008.
Motion carried.

CM Lee recommends that the public be fully aware that only one Clean-up Day is scheduled again for this year.

9. Hydrant Flushing: Last year hydrant flushing took place the week of May 21st. DPW Foreman recommends flushing hydrants the week of May 19th. **REQUIRES MOTION.**

Motion by CM Lee, second by CM Miller, to flush fire hydrants the week of May 21, 2008.
Motion carried.

10. USDA Loan: The City is required to file an annual report with the USDA detailing the City's Budget, providing a copy of the Financial Audit and various other information because the City has a loan (Renaissance Zone) with them. The information was gathered and the report mailed.
11. Community Development Block Grant Training: The Michigan Economic Development Corporation sponsored a class in Lapeer on April 3rd to provide information on the US and Michigan CDBG Program. Included in the training was application/grant requirements: environmental review procedures; civil rights/equal opportunity/fair housing requirements; federal labor standards (Davis-Bacon); financial and grant management; and relocation and real property acquisition. The only program that might be useful for Brown City in the foreseeable future is Infrastructure Capacity Enhancement (ICE), application for which is in the fall.
12. Brown City Days Fireworks: The State requires a permit for the Brown City Days Fireworks display on June th. This requires City Council approval. Additionally, the Brown City Festival Commission has requested \$2,500 from the City to help sponsor the fireworks display. **REQUIRES MOTION.**

Motion by CM Miller, second by CM McIvor to authorize the Mayor and Clerk to sign permits for firework display. Motion carried.

Motion by CM McIvor, second by CM Lents to donate \$2,500.00 to the Festival Committee to assist in sponsoring the fireworks display. Motion carried.

13. Bond: Research into a bond for the completion of Phase III of the sanitary sewer system and finalization of Phase I revealed that one of the options is called a negotiated rate bond. In this case the bond is essentially pre-sold to a customer with the interest rate negotiated rather than placing the bond on the Chicago Bond Market. Discussion with Tri-County Bank revealed that they would provide a very favorable interest rate. Does the City Council wish me to proceed with a Public Works Bond? **REQUIRES MOTION.**

Discussion that City Manager continue with further investigation on this proposal.

14. Walter Street Drainage: The resident at the north end of Walter Street is concerned about the lack of an outlet for his drainage ditch. Recommend hiring an engineer to offer some alternatives and cost estimates to resolve this issue. Other areas of concern that could be reviewed by the engineer include 2nd Street between Walter and James and the drainage system south of Lincoln Street.

City Council directs City Manager to investigate engineering possibilities for these projects as well as possible costs.

15. Barley Straw: City Manager presented information that he has gathered regarding barley straw for council review.

Motion by CM Miller, second by CM Lents to purchase barley straw at \$8.00 a bale delivered to use in the lagoon system. Motion carried.

ATTORNEY'S REPORT: None.

TREASURER'S REPORT: None.

COMMITTEE REPORTS:

1. Police-none.
2. Water & Sewer – none.
3. Tax & Finance – none.
4. Streets & Sidewalks – none.
5. Buildings & Grounds –none.
6. Personnel – none.

GENERAL CONCERNS OF THE COUNCIL:

CM Brown asked for an update on the bowling alley. CM McIvor stated that a court date has been set.

CM Lents stated that sinking holes behind Dollar General are appearing again and need to be investigated, the County Drain Commissioner may need to investigate. Repairs from last year are obviously not working.

CM Jacobson presented Brown City Days Events schedule. Soybean Drive needs to be closed for the burnout.

Motion by CM Lents, second by CM Brown, to close Soybean Drive for the burnout event during Brown City Days. Motion carried.

City Clerk discussed that the current tape recorder being used to tape council meetings is no longer working properly. If we wish to continue taping meetings a new system needs to be purchased. City Manager will investigate a system using a lap top computer.

Motion by CM Lents, second by CM Miller to purchase a new tape recording system to tape council meetings. Motion carried.

MAYOR'S REPORT: Mayor Carpenter will be out of town a few days next week.

PUBLIC QUESTIONS AND COMMENTS: None.

Motion by CM Miller, second by CM McIvor, to adjourn at 7:50 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel
City Clerk